ABACUS

BUSINESS SYSTEMS

STOCK CONTROL

ABACUS
SOFTWARE
21 UNION STREET
RAMSBOTTOM LANCS

STOCK CONTROL

☆ This program has been designed for the small business which wishes to keep its stock records on computer. It is user friendly and menu driven.

☆ 200-250 records may be held on each file, depending on the computer used. Each stock record incorporates details such as stock reference code, description, supplier name, quantity in stock, re-order level, maximum stock level, cost price, selling price etc.

☆ Although the program is designed for use with or without a printer, maximum benefit will be gained from the package if a printer is used.

☆ A blank data tape for storage of information is included with the package.

☆ Prior knowledge of book keeping is not required to use the program.

☆ Loading instructions are printed on the reverse side of the cassette outer cover.

When the program has been loaded, the first screen asks you if you wish to use a printer to record

RE-ORDER LIST
GOODS ON ORDER
STOCK EVALUATION
SUPPLIER DETAILS
STOCK LISTING

If the answer is Yes, when the relevant option is engaged, the screen will automatically print out. After answering this question, the main menu is displayed.

MENU

1. CREATE/ADD TO STOCK
2. READ STOCK LIST FROM TAPE
3. SAVE STOCK LIST TO TAPE
4. REVIEW STOCK
5. SALES FROM STOCK
6. RE-ORDERING
7. SUPPLIER DETAILS
8. ORDER ARRIVALS
9. STOCK EVALUATION
S. UNIT SALES TO DATE
Z. CHANGES/DELETIONS

Access to your choice of menu item is by entering the relevant number of the option on the computer keyboard.

1. CREATE/ADD TO STOCK

The system will present you with a screen that asks if you wish to create (C) or add to (A) stock, it also asks for the input date. The create facility should only be used when initially setting up your stock records on computer. once stock is held on the system, the add to stock facility **MUST** be used.

If the create facility is used when stock is already in the system, the stock file will be wiped and a new file created.

In the create or add to mode, you are asked to input specific details on each item of stock you wish to put on file. As this process involves the marshalling of a lot of information, it is advisable to conduct a physical stock count prior to computerisation. The stock count document can be designed in such a way as to form the basis of your input to the computer.

The specifications required are as follows:

DESCRIPTION
NUMBER IN STOCK
UNIT SELLING PRICE
UNIT COST PRICE
RE-ORDER LEVEL
MAXIMUM STOCK LEVEL
ON ORDER
SUPPLIER
VAT

The description field is eight characters long and can be used for part number or physical description of the part. Part numbers can be numeric or alpha numeric. When enquiries are made on the stock file, it is the DESCRIPTION field that the computer uses to search.

As stock items are created added to the file, the system sequentially allocates its own number to each item.

The Re-order level and maximum stock level fields are intended to enable you to exercise control over your stock holding. The nature of your business and reliability of your suppliers will determine the levels at which they are set.

The supplier field caters for one supplier per stock item, the supplier NAME should be input.

The VAT field asks for a simple Yes/No answer and is merely an indicator as to whether an item is subject to VAT.

When the details are entered for the stock item, you are asked to confirm the validity of the entry prior to processing.

To return to the main menu, type END.

2. READ STOCK LIST FROM TAPE

Use this function to input your stock balances and details from the data tape to the computer prior to updating the records.

To return to the main menu, type END.

3. SAVE STOCK LIST TO TAPE

To record a data tape, insert the data cassette, ensure the remote lead is attached (DRAGON ONLY) and press Record Play on the recorder

To return to the main menu, type END

4. REVIEW STOCK

When this screen appears, two options are available, Press L to review the entire file or I to review an individual item. Access to an individual item is via the description field.

When the entire stock file is being reviewed, any key on your keyboard will effect a screen scroll facility.

There is a print option available for individual items or for the entire stock file.

The information presented for review is the same as that input in creating/adding to stock.

To return to the main menu, type END.

5. SALES FROM STOCK

This option is used to relieve the inventory when sales from stock are transacted. The system will accept one entry per item of stock each time the option is used. The most effective way to use the facility is to batch all despatch notes for a particular day and to enter them in one session. When making the entry, the screen will ask for the following information for each item of stock sold in a particular day:

DESCRIPTION
SELLING PRICE
STOCK SOLD

When these fields are completed, the computer will complete the field for total sales. When the screen has been filled, there is an automatic scroll routine. When all transactions have been completed, type END and the total sales value for the day is summarised. If total sales of a stock item have the effect of reducing the stock balance of a particular item below the re-order point, an audible warning is given. The information is also automatically posted to the re-order module.

To return to the main menu, type END.

6. RE-ORDERING

When stocked items have broken the pre-set re-order level, they are automatically visible on this screen.

A listing appears on the screen of stocked items below re-order point by description and supplier name. A question is then asked - "Do you want to place an order". If the answer is Yes, the screen asks for the item description; when this has been input, it recommends an order quantity to bring the stock back to the stock maximum level and provides a field to input the actual order quantity. Once orders have been processed, the order arrivals module is automatically updated with on order details.

A print facility is available on this screen and the output may be used as the basis of a purchase order on the supplier.

To return to the main menu, type END.

7. SUPPLIER DETAILS

This option allows you to type in a supplier name and display on screen what items of stock are on order. It also gives the stock level of the particular item and the pre-set re-order level.

The details shown on the screen may be printed.

To return to the main menu, type END.

8. ORDER ARRIVALS

The screen shows by product description items on order.

When an order arrives, enter the product description and the system will ask whether the order for X of the said item has arrived. If the answer is Yes then all relevant modules are updated. If the answer is No, the system asks how many of the item has arrived, when you respond, the relevant records are updated accordingly.

To return to the main menu, type END.

9 STOCK EVALUATION

This screen has a scroll facility and displays the following information for each item on file:

STOCK LEVEL DESCRIPTION
COST PRICE TOTAL VALUE

When all items have been displayed, the system shows the total value at cost price of all items in stock.

There is a print facility on this option.

To return to the main menu, type END.

S. UNIT SALES TO DATE

This option presents unit sales to date by line item. Information displayed is as follows:

DESCRIPTION
SELLING PRICE
COST PRICE
UNIT SALES TO DATE
DATE OF LAST UPDATE

There is a screen option to set the unit sales to date to zero, thus allowing usage to be measured in weeks/months/years, or a time frame of your choice.

To return to the main menu, type END.

Z. CHANGES/DELETIONS

Access to this routine is by product description. The screen displays all nine items of information held on the stocked item. It then asks for information that the correct product has been found, if the answer is Yes, you are asked if you wish to delete (D) or amend (A). Choice of the deletion option removes all information on the product from file. If the amendment routine is chosen, you are asked to input the line item (1-9) to be changed and then presented with the format in which the change can be accomplished. The amendment is screen displayed for approval prior to processing.

To return to the main menu, type END.

OTHER CASSETTE PROGRAMS IN THE ABACUS BUSINESS SERIES ARE.-

	SHARP	BBC	DRAGON	COMMODORE 64	AMSTRAD *	MSX
PAYROLL	●	●	●	●	★	☆
STOCK CONTROL	●	●	●	●	★	☆
PURCHASE/SALES LEDGER	●	●	●	●	★	☆
CASH FORECASTER & PLANNER	●	●	●	●	★	☆
NON VAT ACCOUNTS	●	●	●	●	★	☆
MAILING LIST	●	●	●	●	★	☆
DATABASE	●	●	●	●	★	☆

● EX STOCK ★ AMSTRAD AVAILABLE FROM NOV 1ST 1984 ☆ MSX - APPLY TO ABACUS FOR DETAILS OF AVAILABILITY

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